



Job Announcement

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TTY/D use Maryland Relay Service

Opening Date:	April 2, 2015	Closing Date:	Open until filled
Job Title:	Spanish Court Interpreter	Position Type:	Regular Full Time
PIN:	089074	FLSA Status:	Exempt
Location:	Circuit Court for Howard County Ellicott City, Maryland	Flat Rate Salary:	\$69,674
		Financial Disclosure:	No

Essential Functions: Serve as a Spanish Language Court Interpreter in the courtroom, court-ordered mediation; plea negotiations; trustee, examiner, and special masters hearings; court-assigned counsel; home visitations; parenting classes; and courtroom interpretation for interested parties as deemed necessary by a presiding judge. Must have the capability to interpret in court hearings, conversations, meetings or conferences with fluency and accuracy. Ability to sight translate documents varying in levels of difficulty and legal terminology. Must be familiar with and be able to utilize interpreter equipment provided by the court for simultaneous interpretation. This position requires walking to and from courtrooms, sitting and standing for long periods of time while interpreting. Will assist the court interpreter coordinator as requested.

Education: High School Diploma or GED.

Experience: One year of experience providing interpreting services as a freelance or court interpreter.

Required Certifications: Maryland State Certification or Member State Certification in the Council for Language Access or Federal Certification as a Spanish court interpreter.

Preferred: Bachelor's Degree from an accredited college or university.

Skills/Abilities: Native or near native knowledge of English and Spanish to provide interpretation with correct grammar, idioms and pronunciation. Knowledge of legal terminology and the legal process. Knowledge of the Maryland Judicial system. Knowledge and compliance with the Code of Professional Conduct for Court Interpreters. Ability to interpret in simultaneous and consecutive modes. Ability to sight translate documents varying in levels of difficulty and legal terminology. Ability to team interpret effectively. Ability to perform all essential functions of the position.

Please submit a Maryland Judiciary employment application (unsigned applications will not be accepted) or resume and cover letter stating position title, PIN number and location. Materials must be received in the Human Resources office at the address below by 4:30 p.m. on the closing date. The Human Resources Department does not accept faxes and will not be responsible for materials sent to any other address.

Circuit Court for Howard County
8360 Court Avenue, Room 300
Ellicott City, Maryland 21043-4579
ATTN: Wayne A. Robey, Clerk of Court

The Maryland Judiciary is a drug free workplace and an equal opportunity employer, committed to diversity in the workplace. We do not discriminate on the basis of race, religion, color, sex, age, sexual orientation, national origin or disability. Applicants who need accommodation for an interview should request this in advance. The candidate selected for this position will be subject to a background check. Employees must be United States citizens or eligible to work in the United States.